

# BUILDING INSPECTOR'S COMPLAINT REPORT: OCTOBER 22, 2013

10/10/13	7	TOM MILLER ROAD	UNLICENSED VEHICLE	KP	VIOLATION NOTICE ISSUED	CORRECTED	10/18/13
10/17/13	32	ADIRONDACK LANE	GARBAGE	KP	VERBAL NOTICE OF VIOLATION	CORRECTED	10/18/13
10/18/13		IOWA ST	SIDEWALK CONSTRUCTION	KB		CORRECTIVE ACTION IN PROCESS	
10/18/13	19	STETSON AVE	COUCH ON CURB	KP		CORRECTIVE ACTION IN PROCESS	
10/21/13	18	DOGWOOD AVE	FEEDING RACCOONS, WILD CATS AGAIN	KB		CORRECTIVE ACTION IN PROCESS	
10/3/13	50	COURT ST	CHECK BLDG: STRUCTURAL	CB		CORRECTIVE ACTION IN PROCESS	
10/3/13	4819	US AVE	GARBAGE	KB		CORRECTIVE ACTION IN PROCESS	
10/4/13	5007	SOUTH CATHERINE ST	SEVERAL CATS GOING ONTO NEIGHBOR'S PROPERTY	KB		CORRECTIVE ACTION IN PROCESS	
10/4/13	12	JOHNSON AVE	CAR PARKED ON FRONT LAWN	KP	VIOLATION NOTICE ISSUED	CORRECTED	10/10/13

DATE	STREET #	STREET NAME	COMPLAINT	INSP	INSPECTION REPORT	CORRECTED	CORRECTION DATE
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10/9/13	206-208	MARGARET ST	NO HOT WATER TANK	KP		CORRECTIVE ACTION IN PROCESS	
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CITY OF PLATTSBURGH, NEW YORK  
OFFICE OF THE CITY CLERK

Following is a complete statement of all monies received during the month of:

"Sep 2013

REVENUE SOURCE		CITY REVENUE	DUE OTHERS	TOTAL
Bingo Licenses (City)	25-2540	0.00		0.00
Bingo Licenses (State)	1-0632	0.00		0.00
Bingo License Fees 3%	25-2540	180.17		180.17
Building Permits	25-2555	5774.50		5774.50
Circus License	25-2502	0.00		0.00
City Code	12-1255	0.00		0.00
Code Civil Compromise	26-2614	0.00		0.00
Contractor Fees	25-2557	410.00		410.00
Dog Licenses	25-2542	225.00		225.00
State Neuter/Spay surcharge			34.00	34.00
Extract of Records	12-1255	0.25		0.25
Game of Chance Lic. (City)	25-2541	0.00		0.00
Game of Chance Lic. (State)	1-0632	0.00		0.00
Gas Permits	15-1540	0.00		0.00
Going Out of Business Lic	25-2509	0.00		0.00
Hauler's Licenses	25-2505	0.00		0.00
Housing Code	21-2110	0.00		0.00
Impound Fees	15-1550	150.00		150.00
Interest Temp	1124-2401	15.33		15.33
Jeweler's Licenses	25-2503	0.00		0.00
Marriage Licenses	25-2545	672.50	877.50	1550.00
Notary Fees	12-1255	2.00		2.00
Peddler/Vendor Licenses	25-2503	0.00		0.00
Returned Check Charges	12-1255	0.00		0.00
Sign Permits	25-2590	175.00		175.00
Specifications	T-30		0.00	0.00
Special Use Permits	21-2110	0.00		0.00
Subdivision Fee	21-2110	0.00		0.00
Subdivision Ordinance	12-1255	0.00		0.00
Taxi Operator's Licenses	25-2507	320.00		320.00
Taxi Vehicle Licenses	25-2504	160.00		160.00
Tree/Stump Removal License	25-2508	0.00		0.00
Vital Statistics	16-1603	4288.00		4288.00
Zoning Ordinances	21-2110	0.00		0.00
Zoning Variances	21-2110	900.00		900.00
<b>OTHER REVENUE</b>				
Riverwalk				
1127-2753		285.00		285.00
Auditorium				
1127-2752		0.00		0.00
Centennial Plaques				
1127-2705		0.00		0.00
Centennial Books				
1127-2656		0.00		0.00
<b>RECOVERED FUNDS</b>				
Telephone				
1-1410000-4414		0.00		0.00
Postage				
1-1410000-4470		0.00		0.00
Print & Copy				
1-1410000-4431		0.00		0.00
<b>DISBURSEMENTS:</b>		<b>\$13,557.75</b>	<b>\$911.50</b>	<b>\$14,469.25</b>
N.Y.S. Dept of Health	\$877.50	Check No 1282		
N.Y.S. Dept of Ag & Mkts	\$34.00	Check No 1283		
		Total Paid Others:		\$911.50
<b>ADJUSTMENT: None</b>				<b>\$0.00</b>
Chamberlain (Spec. Deposits)	\$0.00	Check No - - -		
Chamberlain (Net Revenues)	\$13,557.75	Check No 1284		
		Amount Due City Chamberlain:		\$13,557.75
				<b>\$14,469.25</b>

Dated at Plattsburgh, New York

  
Keith A. Herkalo,  
City Clerk

11-Oct-13



**Plattsburgh Police Department**  
45 Pine Street

**Plattsburgh, New York**

518-563-3411  
518-566-9000 (FAX)

DESMOND J. RACICOT  
Chief of Police

October 8, 2013

Mayor Donald M. Kasprzak  
And Members of the Common Council  
41 City Hall Place  
Plattsburgh, NY 12901

Dear Mayor and Council Members;

Attached please find the monthly report of the Parking Violations Bureau for September 2013.

Respectfully Submitted,

Chief Desmond J. Racicot  
Plattsburgh Police Department

HLS

## PARKING VIOLATIONS BUREAU

### Monthly Report for September 2013

	<u>SEP 2013</u>	<u>SEP 2012</u>
TICKETS ISSUED:	76	261
TICKETS COLLECTED:	69	216
REVENUE FOR MONTH:	\$1,627.75	\$5,519.25

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### YEAR TO DATE TOTALS:

	<u>SEP 2013</u>	<u>SEP 2012</u>
TICKETS ISSUED:	986	1512
TICKETS COLLECTED:	887	1360
REVENUE:	\$29,314.00	\$40,002.25
COMPARISON:	Parking tickets issued for SEP. 2013: DOWN 184 Parking tickets collected for SEP. 2013: DOWN 147 Revenue for SEP. 2013: DOWN \$3,891.50 Amount Dismissed: \$1084.00	

# BREAKDOWN FOR September 2013

## CITY OF PLATTSBURGH PARKING TICKET SYSTEM

9/31/2013

### SUMMARY OF PARKING TICKETS - BY OFFICER

VL --DESCRIPTION--	MANUAL-MTD	MANUAL-YTD	HH-MTD	HH-YTD	-VALUE-MTD-	-VALUE-YTD-
1 HANDICAP	0	0	0	0	7	0
2 NO PARKING	1	1	1	2	7	65
4 OVERTIME 30 MIN	0	0	0	0	1	0
5 OVERTIME 2 HRS	0	0	0	0	1	0
7 FIRE HYDRANT	0	0	0	0	1	0
11 LEFT WHEEL CURB	0	0	0	0	3	0
13 BLOCK DRIVEWAY	0	0	0	1	1	40
26 OVERTIME PARKING	0	1	0	0	0	0
40 UNREGISTERED	0	3	0	0	0	0
41 DOUBLE PARK	0	0	0	0	1	0
42 NO PARKING	4	53	10	10	99	269.25
43 NO STANDING	0	1	0	0	0	0.00
44 SIDEWALK	1	11	0	0	1	15.00
46 CROSSWALK	0	3	0	0	0	0.00
47 ZONE/CURB	0	0	0	0	1	0.00
52 HIGHWAY	0	2	0	0	0	0.00
54 DRIVEWAY/BLOCK	2	5	0	0	7	39.00
55 TAXI ZONE	7	55	0	0	18	153.75
57 CROSSWALK 20'	0	2	1	1	1	15.00
60 OBST. SIDEWALK	2	4	0	0	0	36.75
62 FIRE HYDRANT	1	2	1	1	14	39.00
64 WWY2WAY	3	14	0	0	4	59.25
65 WWY1WAY	1	1	0	0	0	15.00
67 ANGLE	0	0	0	0	18	0.00
68 OVERLINE	0	1	1	1	4	15.00
70 OVERTIME 30 MIN	0	0	0	0	13	0.00
						270.00

71 OVERTIME 1 HR	0	0	0	11	0.00	520.50
72 OVERTIME 2 HR	0	8	35	347	543.25	9,736.00
73 OVERTIME 4 HR	0	0	0	1	0.00	51.75
78 TIME LOADING	0	0	0	3	0.00	159.00
81 HANDICAP	0	0	0	31	0.00	3,087.00
82 TRAILER	0	0	2	2	76.00	76.00
86 SNOW BAN	0	68	0	55	0.00	10,671.50
87 LIM SNOW BAN	0	0	0	10	0.00	417.50
88 UNINSPECTED	0	1	0	8	0.00	450.00
89 UNREG MV	0	0	0	2	0.00	100.00
90 NO PARKING EVEN	0	0	0	15	0.00	333.75
91 NO PARKING ODD	0	0	0	11	0.00	243.00
95 20' INTERSECTION	0	0	0	1	0.00	15.00
98 12" CURB	0	0	0	10	0.00	261.00
101 FACING WRONG2W	0	0	0	6	0.00	90.00
107 SNOW 12:01-6 AM	0	0	0	26	0.00	2,333.50
Other	0	0	1	24	0.00	0.00
TOTALS:	22	236	54	765	1,381.25	42,118.50

TOTAL NUMBER OF TICKETS ISSUED FOR THIS MONTH = 254

TOTAL NUMBER OF TICKETS ISSUED FOR THIS YEAR = 254 76 1001

PERCENT OF THIS MONTHS TICKETS ISSUED MANUALLY = 16.93% 28.95 %

PERCENT OF THIS MONTHS TICKETS ISSUED WITH HANDHELDS = 83. 71.05 %

PERCENT OF THIS YEARS TICKETS ISSUED MANUALLY = 16.93% 23.58 %

PERCENT OF THIS YEARS TICKETS ISSUED WITH HANDHELDS = 83.0. 76.42 %



# Plattsburgh, New York

**Building and Zoning Department**  
41 City Hall Place  
Plattsburgh, New York 12901  
Ph: (518) 563-7707  
Fax: (518) 563-6426

October 22, 2013

Honorable Mayor Donald Kasprzak  
Members of the Common Council  
City Clerk  
41 City Hall Place  
Plattsburgh, NY 12901

Dear Mayor, Councilors and City Clerk:

Please be advised that the Zoning Board of Appeals held a Public Hearing on October 21, 2013,  
at 7:00 PM in the Common Council Chambers to hear:

**APPEAL**

**APPLICANT**

**REQUEST**

1956	NEW YORK RSA 2 CELLULAR PARTNERSHIP DBA VERIZON WIRELESS 316 CORNELIA STREET	CLASS B VARIANCE TO EXTEND PREVIOUSLY GRANTED VARIANCE AND SPECIAL USE PERMIT <b>EXTENSION GRANTED</b>
1957	NEW YORK RSA 2 CELLULAR PARTNERSHIP DBA VERIZON WIRELESS 316 CORNELIA STREET	SPECIAL USE PERMIT TO EXTEND PREVIOUSLY GRANTED VARIANCE AND SPECIAL USE PERMIT <b>EXTENSION GRANTED</b>
1984	DOUGLAS BROCKWAY 15 CLUB ROAD	CLASS B VARIANCE INCREASE PAVED PARKING AREA WHICH REDUCES OPEN SPACE AND DOES NOT PROVIDE REQUIRED MANEUVERING AREA <b>POSTPONED</b>

Joseph McMahon  
Building Inspector

JM/dj



City of Plattsburgh Marina  
October 24, 2013

**Whereas**, the City of Plattsburgh Planning Board received a Preliminary Site Plan Application for an expansion of a Marina, located at 2 Dock Street, which involves the development of a city marina consisting of 30 boat slips, 15 mooring buoys and the renovation of a 2,500 square foot building; and

**Whereas**, the Planning Board has received a Long Environmental Assessment Form (EAF) Part 1 prepared by the City Engineer on behalf of the City of Plattsburgh and NAVTOURS; and

**Whereas**, the Planning Board has determined that the proposed action is a Type 1 Action under SEQRA pursuant to 6NYCRR 617.4(b)(6)(iv); and;

**Whereas**, other potentially interested or involved agencies identified by the applicant include the NYS Office of Parks, Recreation & Historic Preservation, NYS Office of General Services, NYS Department of Environmental Conservation, US Army Corp of Engineers, and Clinton County Health Department; and

**Whereas**, the project will require a coordinated review, and

**Whereas**, the Planning Board desired to act as lead agency for the purpose of SEQR Review; therefore be it

**Resolved**, that the Common Council consents to the Planning Board acting as lead agency for the purpose of the SEQR Review.

On Roll Call,

**Full Environmental Assessment Form**  
**Part 1 - Project and Setting**

**Instructions for Completing Part 1**

**Part 1 is to be completed by the applicant or project sponsor.** Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either "Yes" or "No". If the answer to the initial question is "Yes", complete the sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the project sponsor to verify that the information contained in Part 1 is accurate and complete.

**A. Project and Sponsor Information.**

Name of Action or Project: City of Plattsburgh Marina		
Project Location (describe, and attach a general location map): 2 Dock Street, Plattsburgh, NY, Clinton County		
Brief Description of Proposed Action (include purpose or need): Development of a City marina consisting of 30 boat slips, 15 mooring buoys and the renovation of a 2,500 sf building. The proposed action does not involve any changes to the land area nor excavation or fill.		
Name of Applicant/Sponsor: City of Plattsburgh		Telephone: (518) 563-7730
		E-Mail: kfarrington@cityofplattsburgh-ny.gov
Address: 41 City Hall Place		
City/PO: Plattsburgh	State: NY	Zip Code: 12901
Project Contact (if not same as sponsor; give name and title/role):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:

## B. Government Approvals

### B. Government Approvals Funding, or Sponsorship. ("Funding" includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Council, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	Common Council - Lease	January 2014
b. City, Town or Village Planning Board or Commission <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Planning Board - Site Plan Review	
c. City Council, Town or Village Zoning Board of Appeals <input type="checkbox"/> Yes <input type="checkbox"/> No		
d. Other local agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Health Department - Food Service Permit	
f. Regional agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
g. State agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	NYSOGS - Mooring permit NYSDEC - Dock and mooring permit	
h. Federal agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	USACE - mooring permit	

i. Coastal Resources.

i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway? ☐ Yes ☒ No

If Yes,

ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program? ☒ Yes ☐ No

iii. Is the project site within a Coastal Erosion Hazard Area? ☐ Yes ☒ No

## C. Planning and Zoning

### C.1. Planning and zoning actions.

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed? ☐ Yes ☒ No

- If Yes, complete sections C, F and G.
- If No, proceed to question C.2 and complete all remaining sections and questions in Part 1

### C.2. Adopted land use plans.

a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located? ☐ Yes ☒ No

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? ☐ Yes ☐ No

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?) ☒ Yes ☐ No

If Yes, identify the plan(s):

Waterfront Overlay District

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan? ☐ Yes ☒ No

If Yes, identify the plan(s):

### C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance.

☒ Yes ☐ No

If Yes, what is the zoning classification(s) including any applicable overlay district?

RC-1 Recreation and related use.

Waterfront Overlay District

b. Is the use permitted or allowed by a special or conditional use permit?

☒ Yes ☐ No

c. Is a zoning change requested as part of the proposed action?

☐ Yes ☒ No

If Yes,

i. What is the proposed new zoning for the site? \_\_\_\_\_

### C.4. Existing community services.

a. In what school district is the project site located? Plattsburgh City School District

b. What police or other public protection forces serve the project site?

City Police Department

c. Which fire protection and emergency medical services serve the project site?

City Fire Department

d. What parks serve the project site?

Plattsburgh's Peace Point (Waterfront) Park

### D. Project Details

#### D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)? Boat Marina and food service in accessory building.

b. a. Total acreage of the site of the proposed action? \_\_\_\_\_

10 acres

b. Total acreage to be physically disturbed? \_\_\_\_\_

0 acres

c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? \_\_\_\_\_

15 acres

c. Is the proposed action an expansion of an existing project or use?

☐ Yes ☒ No

i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % \_\_\_\_\_ Units: \_\_\_\_\_

d. Is the proposed action a subdivision, or does it include a subdivision?

☐ Yes ☒ No

If Yes,

i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types) \_\_\_\_\_

ii. Is a cluster/conservation layout proposed? \_\_\_\_\_

☐ Yes ☐ No

iii. Number of lots proposed? \_\_\_\_\_

iv. Minimum and maximum proposed lot sizes? Minimum \_\_\_\_\_ Maximum \_\_\_\_\_

e. Will proposed action be constructed in multiple phases?

☐ Yes ☒ No

i. If No, anticipated period of construction: \_\_\_\_\_

3 months

ii. If Yes:

• Total number of phases anticipated \_\_\_\_\_

• Anticipated commencement date of phase 1 (including demolition) \_\_\_\_\_ month \_\_\_\_\_ year

• Anticipated completion date of final phase \_\_\_\_\_ month \_\_\_\_\_ year

• Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: \_\_\_\_\_

f. Does the project include new residential uses?

☐ Yes ☒ No

If Yes, show numbers of units proposed.

	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion	_____	_____	_____	_____
of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)?

☐ Yes ☒ No

If Yes,

- i. Total number of structures \_\_\_\_\_
- ii. Dimensions (in feet) of largest proposed structure: \_\_\_\_\_ height; \_\_\_\_\_ width; and \_\_\_\_\_ length
- iii. Approximate extent of building space to be heated or cooled: \_\_\_\_\_ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage?

☐ Yes ☒ No

If Yes,

- i. Purpose of the impoundment: \_\_\_\_\_
- ii. If a water impoundment, the principal source of the water: ☐ Ground water ☐ Surface water streams ☐ Other specify: \_\_\_\_\_
- iii. If other than water, identify the type of impounded/contained liquids and their source. \_\_\_\_\_
- iv. Approximate size of the proposed impoundment. Volume: \_\_\_\_\_ million gallons; surface area: \_\_\_\_\_ acres
- v. Dimensions of the proposed dam or impounding structure: \_\_\_\_\_ height; \_\_\_\_\_ length
- vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): \_\_\_\_\_

## D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite) ☐ Yes ☒ No

If Yes:

- i. What is the purpose of the excavation or dredging? \_\_\_\_\_
- ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?
- Volume (specify tons or cubic yards): \_\_\_\_\_
  - Over what duration of time? \_\_\_\_\_
- iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. \_\_\_\_\_
- iv. Will there be onsite dewatering or processing of excavated materials? ☐ Yes ☐ No
- If yes, describe. \_\_\_\_\_
- v. What is the total area to be dredged or excavated? \_\_\_\_\_ acres
- vi. What is the maximum area to be worked at any one time? \_\_\_\_\_ acres
- vii. What would be the maximum depth of excavation or dredging? \_\_\_\_\_ feet
- viii. Will the excavation require blasting? ☐ Yes ☐ No
- ix. Summarize site reclamation goals and plan: \_\_\_\_\_

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area?

☐ Yes ☒ No

If Yes:

- i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): \_\_\_\_\_

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

iii. Will proposed action cause or result in disturbance to bottom sediments?

☐ Yes ☐ No

If Yes, describe:

iv. Will proposed action cause or result in the destruction or removal of aquatic vegetation?

☐ Yes ☐ No

If Yes:

- acres of aquatic vegetation proposed to be removed: \_\_\_\_\_
- expected acreage of aquatic vegetation remaining after project completion: \_\_\_\_\_
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): \_\_\_\_\_
- proposed method of plant removal: \_\_\_\_\_
- if chemical/herbicide treatment will be used, specify product(s): \_\_\_\_\_

v. Describe any proposed reclamation/mitigation following disturbance: \_\_\_\_\_

c. Will the proposed action use, or create a new demand for water?

☐ Yes ☒ No

If Yes:

i. Total anticipated water usage/demand per day: \_\_\_\_\_ gallons/day

ii. Will the proposed action obtain water from an existing public water supply?

☐ Yes ☐ No

If Yes:

- Name of district or service area: \_\_\_\_\_
- Does the existing public water supply have capacity to serve the proposal? ☐ Yes ☐ No
- Is the project site in the existing district? ☐ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☐ No
- Do existing lines serve the project site? ☐ Yes ☐ No

iii. Will line extension within an existing district be necessary to supply the project?

☐ Yes ☐ No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_
- Source(s) of supply for the district: \_\_\_\_\_

iv. Is a new water supply district or service area proposed to be formed to serve the project site?

☐ Yes ☐ No

If Yes:

- Applicant/sponsor for new district: \_\_\_\_\_
- Date application submitted or anticipated: \_\_\_\_\_
- Proposed source(s) of supply for new district: \_\_\_\_\_

v. If a public water supply will not be used, describe plans to provide water supply for the project: \_\_\_\_\_

vi. If water supply will be from wells (public or private), maximum pumping capacity: \_\_\_\_\_ gallons/minute.

d. Will the proposed action generate liquid wastes?

☒ Yes ☐ No

If Yes:

i. Total anticipated liquid waste generation per day: \_\_\_\_\_ 5,000 gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): \_\_\_\_\_

Reuse of existing building for food service and restrooms will generate sanitary wastewater

iii. Will the proposed action use any existing public wastewater treatment facilities?

☒ Yes ☐ No

If Yes:

- Name of wastewater treatment plant to be used: City of Plattsburgh Water Pollution Control Plant
- Name of district: City of Plattsburgh
- Does the existing wastewater treatment plant have capacity to serve the project? ☒ Yes ☐ No
- Is the project site in the existing district? ☒ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☒ No

- Do existing sewer lines serve the project site? ☒ Yes ☐ No
- Will line extension within an existing district be necessary to serve the project? ☐ Yes ☒ No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_

- iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? ☐ Yes ☒ No

If Yes:

- Applicant/sponsor for new district: \_\_\_\_\_
- Date application submitted or anticipated: \_\_\_\_\_
- What is the receiving water for the wastewater discharge? \_\_\_\_\_

- v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge, or describe subsurface disposal plans):

\_\_\_\_\_

- vi. Describe any plans or designs to capture, recycle or reuse liquid waste: \_\_\_\_\_

\_\_\_\_\_

- e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? ☐ Yes ☒ No

If Yes:

- i. How much impervious surface will the project create in relation to total size of project parcel?

\_\_\_\_\_ Square feet or \_\_\_\_\_ acres (impervious surface)

\_\_\_\_\_ Square feet or \_\_\_\_\_ acres (parcel size)

- ii. Describe types of new point sources. \_\_\_\_\_

- iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?

\_\_\_\_\_

- If to surface waters, identify receiving water bodies or wetlands: \_\_\_\_\_

\_\_\_\_\_

- Will stormwater runoff flow to adjacent properties? ☐ Yes ☐ No

- iv. Does proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? ☐ Yes ☐ No

- f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? ☐ Yes ☒ No

If Yes, identify:

- i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)

\_\_\_\_\_

- ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)

\_\_\_\_\_

- iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation)

\_\_\_\_\_

- g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? ☐ Yes ☒ No

If Yes:

- i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) ☐ Yes ☐ No

- ii. In addition to emissions as calculated in the application, the project will generate:

- \_\_\_\_\_ Tons/year (short tons) of Carbon Dioxide (CO<sub>2</sub>)
- \_\_\_\_\_ Tons/year (short tons) of Nitrous Oxide (N<sub>2</sub>O)
- \_\_\_\_\_ Tons/year (short tons) of Perfluorocarbons (PFCs)
- \_\_\_\_\_ Tons/year (short tons) of Sulfur Hexafluoride (SF<sub>6</sub>)
- \_\_\_\_\_ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)
- \_\_\_\_\_ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

<p>h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Estimate methane generation in tons/year (metric): _____</p> <p>ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____</p>			
<p>i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____</p>			
<p>j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. When is the peak traffic expected (Check all that apply): <input type="checkbox"/> Morning <input type="checkbox"/> Evening <input type="checkbox"/> Weekend  <input type="checkbox"/> Randomly between hours of _____ to _____.</p> <p>ii. For commercial activities only, projected number of semi-trailer truck trips/day: _____</p> <p>iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____</p> <p>iv. Does the proposed action include any shared use parking? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____</p>			
<p>vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>			
<p>k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Estimate annual electricity demand during operation of the proposed action: _____</p> <p>ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____</p> <p>iii. Will the proposed action require a new, or an upgrade to, an existing substation? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>			
<p>l. Hours of operation. Answer all items which apply.</p> <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____ 7 A.M. to 3:30 P.M.</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____ dawn to dusk</li> <li>• Saturday: _____ "</li> <li>• Sunday: _____ "</li> <li>• Holidays: _____ "</li> </ul> </td> </tr> </table>		<p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____ 7 A.M. to 3:30 P.M.</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>	<p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____ dawn to dusk</li> <li>• Saturday: _____ "</li> <li>• Sunday: _____ "</li> <li>• Holidays: _____ "</li> </ul>
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m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? ☒ Yes ☐ No

If yes:

i. Provide details including sources, time of day and duration:

Renovation of existing building will involve some noise associated with construction hand tools (i.e. drill, saw, hammer, etc.).

ii. Will proposed action remove existing natural barriers that could act as a noise barrier or screen? ☐ Yes ☒ No

Describe: \_\_\_\_\_

n. Will the proposed action have outdoor lighting? ☐ Yes ☒ No

If yes:

i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures: \_\_\_\_\_

ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? ☐ Yes ☒ No

Describe: \_\_\_\_\_

o. Does the proposed action have the potential to produce odors for more than one hour per day? ☐ Yes ☒ No

If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: \_\_\_\_\_

p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? ☐ Yes ☒ No

If Yes:

i. Product(s) to be stored \_\_\_\_\_

ii. Volume(s) \_\_\_\_\_ per unit time \_\_\_\_\_ (e.g., month, year)

iii. Generally describe proposed storage facilities: \_\_\_\_\_

q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? ☐ Yes ☒ No

If Yes:

i. Describe proposed treatment(s): \_\_\_\_\_

ii. Will the proposed action use Integrated Pest Management Practices? ☐ Yes ☐ No

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? ☒ Yes ☐ No

If Yes:

i. Describe any solid waste(s) to be generated during construction or operation of the facility:

- Construction: \_\_\_\_\_ <1 tons per \_\_\_\_\_ month (unit of time)
- Operation : \_\_\_\_\_ <1 tons per \_\_\_\_\_ month (unit of time)

ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:

- Construction: During building renovation, existing construction materials will be reused to the maximum extent practicable.
- Operation: During food service operations, recyclable products will be utilized to the maximum extent practicable.

iii. Proposed disposal methods/facilities for solid waste generated on-site:

- Construction: Solid waste will be collected by the City of Plattsburgh refuse and recycling collection service and either recycled or disposed of at a permitted facility.
- Operation: Solid waste will be collected by the City of Plattsburgh refuse and recycling collection service and either recycled or disposed of at a permitted facility.

s. Does the proposed action include construction or modification of a solid waste management facility?

☐ Yes ☒ No

If Yes:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): \_\_\_\_\_

ii. Anticipated rate of disposal/processing:

- \_\_\_\_\_ Tons/month, if transfer or other non-combustion/thermal treatment, or
- \_\_\_\_\_ Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: \_\_\_\_\_ years

t. Will proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? ☐ Yes ☒ No

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: \_\_\_\_\_

ii. Generally describe processes or activities involving hazardous wastes or constituents: \_\_\_\_\_

iii. Specify amount to be handled or generated \_\_\_\_\_ tons/month

iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: \_\_\_\_\_

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? ☐ Yes ☐ No

If Yes: provide name and location of facility: \_\_\_\_\_

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: \_\_\_\_\_

## E. Site and Setting of Proposed Action

### E.1. Land uses on and surrounding the project site

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

☒ Urban ☐ Industrial ☒ Commercial ☐ Residential (suburban) ☐ Rural (non-farm)  
☐ Forest ☐ Agriculture ☐ Aquatic ☒ Other (specify): Recreational

ii. If mix of uses, generally describe:

Industrial - water pollution control plant, Municipal Lighting Department shop and storage; RC1-private marina, office building, public park; R2 - residential, single family, multi-family and office.

b. Land uses and covertypes on the project site.

Land use or Covertype	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces	0.5	0.5	0
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)	10	10	0
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: <u>Grass/ Park (will not be affected by project)</u>			

c. Is the project site presently used by members of the community for public recreation? ☒ Yes ☐ No  
i. If Yes: explain: Public parking lot and adjacent waterfront park.

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? ☐ Yes ☒ No  
If Yes,  
i. Identify Facilities:  
\_\_\_\_\_

e. Does the project site contain an existing dam? ☐ Yes ☒ No  
If Yes:  
i. Dimensions of the dam and impoundment:  
• Dam height: \_\_\_\_\_ feet  
• Dam length: \_\_\_\_\_ feet  
• Surface area: \_\_\_\_\_ acres  
• Volume impounded: \_\_\_\_\_ gallons OR acre-feet  
ii. Dam's existing hazard classification: \_\_\_\_\_  
iii. Provide date and summarize results of last inspection: \_\_\_\_\_

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility? ☐ Yes ☒ No  
If Yes:  
i. Has the facility been formally closed? ☐ Yes ☐ No  
• If yes, cite sources/documentation: \_\_\_\_\_  
ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: \_\_\_\_\_  
iii. Describe any development constraints due to the prior solid waste activities: \_\_\_\_\_

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? ☐ Yes ☒ No  
If Yes:  
i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: \_\_\_\_\_

h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? ☐ Yes ☒ No  
If Yes:  
i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply: ☐ Yes ☐ No  
☐ Yes - Spills Incidents database Provide DEC ID number(s): \_\_\_\_\_  
☐ Yes - Environmental Site Remediation database Provide DEC ID number(s): \_\_\_\_\_  
☐ Neither database  
ii. If site has been subject of RCRA corrective activities, describe control measures: \_\_\_\_\_  
iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database? ☐ Yes ☐ No  
If yes, provide DEC ID number(s): \_\_\_\_\_  
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): \_\_\_\_\_

v. Is the project site subject to an institutional control limiting property uses?

☐ Yes ☐ No

- If yes, DEC site ID number: \_\_\_\_\_
- Describe the type of institutional control (e.g., deed restriction or easement): \_\_\_\_\_
- Describe any use limitations: \_\_\_\_\_
- Describe any engineering controls: \_\_\_\_\_
- Will the project affect the institutional or engineering controls in place? ☐ Yes ☐ No
- Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## E.2. Natural Resources On or Near Project Site

a. What is the average depth to bedrock on the project site? \_\_\_\_\_ unknown feet

b. Are there bedrock outcroppings on the project site?

☐ Yes ☒ No

If Yes, what proportion of the site is comprised of bedrock outcroppings? \_\_\_\_\_ %

c. Predominant soil type(s) present on project site: gravelly sand 100 %  
\_\_\_\_\_  
\_\_\_\_\_ %  
\_\_\_\_\_ %

d. What is the average depth to the water table on the project site? Average: 6 feet

e. Drainage status of project site soils: ☒ Well Drained: 100 % of site  
☐ Moderately Well Drained: \_\_\_\_\_ % of site  
☐ Poorly Drained: \_\_\_\_\_ % of site

f. Approximate proportion of proposed action site with slopes: ☒ 0-10%: 100 % of site  
☐ 10-15%: \_\_\_\_\_ % of site  
☐ 15% or greater: \_\_\_\_\_ % of site

g. Are there any unique geologic features on the project site?

☐ Yes ☒ No

If Yes, describe: \_\_\_\_\_  
\_\_\_\_\_

### h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? ☒ Yes ☐ No

ii. Do any wetlands or other waterbodies adjoin the project site? ☒ Yes ☐ No

If Yes to either i or ii, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? ☐ Yes ☐ No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

- Streams: Name Saranac River Classification A
- Lakes or Ponds: Name Lake Champlain Classification C
- Wetlands: Name \_\_\_\_\_ Approximate Size \_\_\_\_\_
- Wetland No. (if regulated by DEC) \_\_\_\_\_

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? ☒ Yes ☐ No

If yes, name of impaired water body/bodies and basis for listing as impaired: \_\_\_\_\_

Lake Champlain - fish consumption

i. Is the project site in a designated Floodway? ☐ Yes ☒ No

j. Is the project site in the 100 year Floodplain? ☒ Yes ☐ No

k. Is the project site in the 500 year Floodplain? ☐ Yes ☒ No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? ☐ Yes ☒ No

If Yes:

i. Name of aquifer: \_\_\_\_\_

<p>m. Identify the predominant wildlife species that occupy or use the project site:</p> <p>_____</p> <p>_____</p>	
<p>n. Does the project site contain a designated significant natural community? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe the habitat/community (composition, function, and basis for designation): _____</p> <p>ii. Source(s) of description or evaluation: _____</p> <p>iii. Extent of community/habitat:</p> <ul style="list-style-type: none"> <li>• Currently: _____ acres</li> <li>• Following completion of project as proposed: _____ acres</li> <li>• Gain or loss (indicate + or -): _____ acres</li> </ul>	
<p>o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p>	
<p>p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p style="margin-top: 20px;">Lake Champlain is used for recreational fishing. Project will not affect that use.</p>	
<p>q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes, give a brief description of how the proposed action may affect that use: _____</p> <p style="margin-left: 20px;">Lake Champlain is used for recreational fishing. Project will not affect that use.</p>	
<p><b>E.3. Designated Public Resources On or Near Project Site</b></p>	
<p>a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes, provide county plus district name/number: _____</p>	
<p>b. Are agricultural lands consisting of highly productive soils present? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>i. If Yes: acreage(s) on project site? _____</p> <p>ii. Source(s) of soil rating(s): _____</p>	
<p>c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Nature of the natural landmark: <input type="checkbox"/> Biological Community <input type="checkbox"/> Geological Feature</p> <p>ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____</p> <p>_____</p>	
<p>d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. CEA name: _____</p> <p>ii. Basis for designation: _____</p> <p>iii. Designating agency and date: _____</p>	

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on, or has been nominated by the NYS Board of Historic Preservation for inclusion on, the State or National Register of Historic Places?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
i. Nature of historic/archaeological resource: <input type="checkbox"/> Archaeological Site <input checked="" type="checkbox"/> Historic Building or District	
ii. Name: <u>Plattsburgh Train Depot building located at 121 Bridge Street</u>	
iii. Brief description of attributes on which listing is based: <u>Historic building</u>	
f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
g. Have additional archaeological or historic site(s) or resources been identified on the project site?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes:	
i. Describe possible resource(s): _____	
ii. Basis for identification: _____	
h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes:	
i. Identify resource: _____	
ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____	
iii. Distance between project and resource: _____ miles.	
i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes:	
i. Identify the name of the river and its designation: _____	
ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666?	
	<input type="checkbox"/> Yes <input type="checkbox"/> No

#### F. Additional Information

Attach any additional information which may be needed to clarify your project.

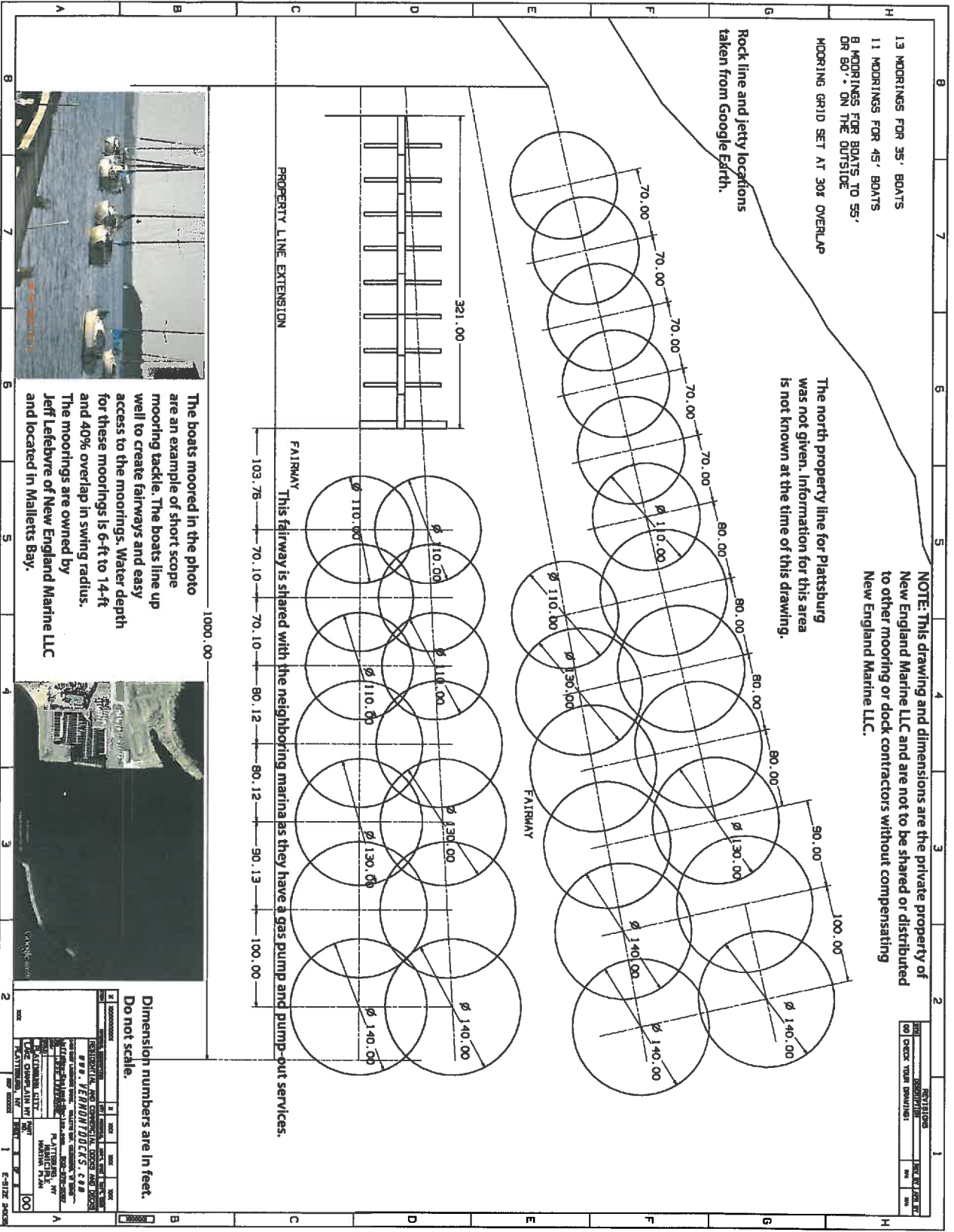
If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

#### G. Verification

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name Kevin R. Farrington, P.E. Date 10/11/13

Signature  Title City Engineer



NOTE: This drawing and dimensions are the private property of New England Marine LLC and are not to be shared or distributed to other mooring or dock contractors without compensating New England Marine LLC.

The north property line for Plattsburg was not given. Information for this area is not known at the time of this drawing.

Rock line and jetty locations taken from Google Earth.



The boats moored in the photo are an example of short scope mooring tackle. The boats line up well to create fairways and easy access to the moorings. Water depth for these moorings is 6-ft to 14-ft and 40% overlap in swing radius. The moorings are owned by Jeff Lefebvre of New England Marine LLC and located in Mallett's Bay.



Dimension numbers are in feet. Do not scale.

NO.	DESCRIPTION	DATE	BY	CHKD BY	APP'D BY
1	DESIGNED BY: JEFF LEBVRE, NEW ENGLAND MARINE LLC	10/1/2011	JL		
2	DRAWN BY: JEFF LEBVRE, NEW ENGLAND MARINE LLC	10/1/2011	JL		
3	CHECKED BY: JEFF LEBVRE, NEW ENGLAND MARINE LLC	10/1/2011	JL		
4	APPROVED BY: JEFF LEBVRE, NEW ENGLAND MARINE LLC	10/1/2011	JL		
5	DATE: 10/1/2011				
6	PROJECT: MALLET'S BAY MARINA				
7	CLIENT: JEFF LEBVRE, NEW ENGLAND MARINE LLC				
8	SCALE: 1" = 100'				



MUNICIPAL LIGHTING DEPARTMENT  
(A Municipally Owned and Operated Power System)  
**Plattsburgh, New York**

6 Miller Street  
Plattsburgh, New York 12901  
Ph # 518-563-2200  
Fax: 518-563-6690

TO: Mayor Donald M. Kasprzak

FROM: William J. Treacy, P.E., Manager 

RE: Unpaid Final Bill Account Write-off

DATE: October 15, 2013

The Management of the Plattsburgh Municipal Lighting Department respectfully requests permission to proceed with the write-off of unpaid final bills. The period covered by this write-off will be from **August 1, 2012 to August 31, 2012**. ~~The amount of the write-off will be \$3,378.22.~~ The percentage of write-offs for this period is .32%.

Sales for this time period were \$1,058,971.77.

Payments on letters sent out on final accounts for this period were \$6,527.46.

This write-off of unpaid bills represents 30 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

- 0 to \$50.00 – 8 customers
- \$50.01 to \$100.00 – 13 customers
- \$100.01 to \$150.00 – 3 customers
- \$150.01 to \$200.00 – 2 customers
- \$200.00 to \$300.00 – 2 customers
- \$327.40 – 1 customer
- \$690.75 – 1 customer (Red's Restaurant at 124 Margaret Street, had \$500 deposit)

I thank you for your attention to this matter.

Cc: Richard Marks, City Chamberlain  
Eileen Sickles, Account Systems Supervisor  
Final Bill Account Write-off





**October 21, 2013**

**RE: Street closure for utility taps – 47 Elm St.**

**To whom it may concern;**

**We are writing this letter to request a street closure for the utility taps, water and sewer, needed to be done for a duplex we are building at 47 Elm St for Norm and Bonnie Langlois. The taps are nothing out of the ordinary from our standard scope of work, however, because of the narrowness of Elm Street, by the time we set up a machine to start digging across the street we will be effectively blocking the whole street. PLMD suggested we request a street closure.**

**We are requesting a street closure on October 30, 2013 from 7:30am to 3:30pm with a rain date of October 31.**

**Thank you for your consideration,**

A handwritten signature in black ink, appearing to be "Kye Ford", written over a horizontal line.

**Kye Ford**

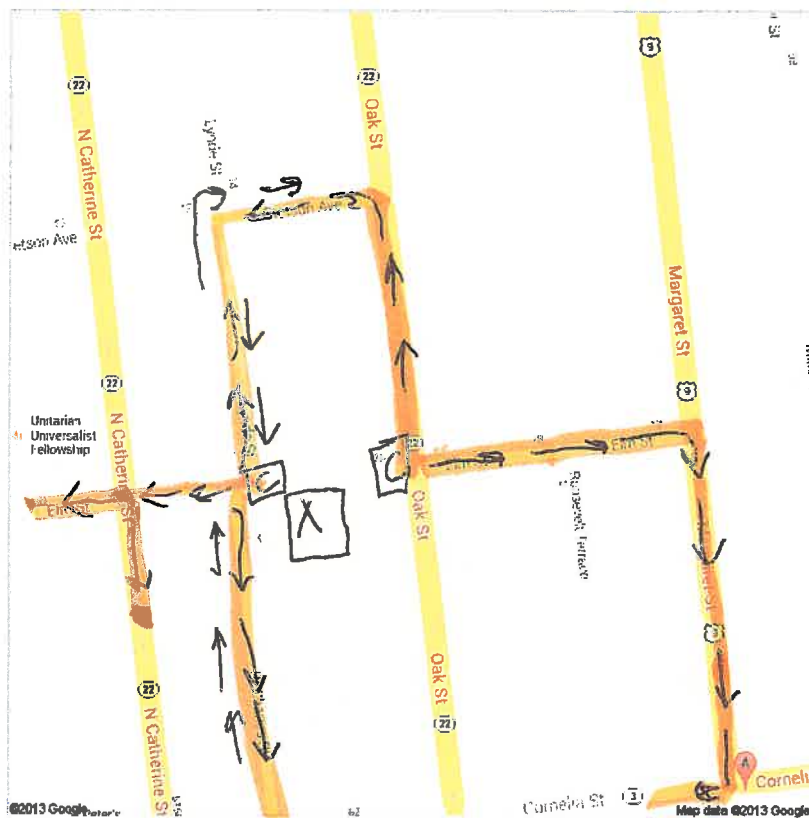
**Member**

[www.KLMDEVELOPMENT.com](http://www.KLMDEVELOPMENT.com)

**Kye Ford & Kim Mousseau . 46 Iowa St. Plattsburgh, NY 12093 . 518-572-1777**



Address Plattsburgh, NY



$\boxed{X}$  = 47 Elm St. Utilities located on the North side of Elm.

$\boxed{C}$  = Street closure location between Lynde St. and Oak St.

$\rightarrow$  = Alternative Route Options

Joe,

As discussed before the front sidewalk portion in front of the building at 6 Oak Street will need to be blocked off starting October 28th - November 20th.

The closure of Division Street is anticipated to be closed during working hours (7am-4pm) on October 30-31st, and November 6th and 7th. The rest of the time it can remain open; however, due to air clearances of the asbestos abatement of both interior and exterior areas, these dates may vary a day or two on either end due to asbestos clearance.

Questions or concerns, please call my cell at your convenience.

Thanks again,

Shawn

Shawn K. Burke

Jeda Environmental, Inc.

273 South Grasse River Road

Massena, NY 13662

Office #: 315-769-3685

Cell #: 315-842-1224

<http://jedaenvironmental.com/>



# Plattsburgh, New York

Richard A. Marks  
City Chamberlain

Department of Finance  
6 Miller Street  
Plattsburgh, NY 12901  
518-563-7704 TEL  
518-563-1714 FAX

Date: October 22, 2013  
MEMO TO: Mayor Kasprzak  
FROM: Richard Marks  
RE: Police Department – Budget Adjustment

It is being requested from the Police Department to adjust amounts for the 2013 Budget as follows:

Increase Estimated Revenue: Insurance Recovery Proceeds 0-0001127-2680 \$6,704.21

Increase Appropriation: Repairs to Motor Vehicles 1-3121000-4452 \$6,704.21

This request provides an increase to the 2013 budget in estimated revenue for insurance recoveries of accident damage incurred on two police vehicles. The corresponding increase will be to the 2013 budget for appropriations for repairs to motor vehicles in the police budget. This adjustment increases the 2013 General Fund Budget for estimated revenues and appropriations by \$6,704.21, equally.

Thank you for your attention to this request.

Cc: Carole Garcia  
Heather Silver



# Plattsburgh, New York

Richard A. Marks  
City Chamberlain

Department of Finance  
6 Miller Street  
Plattsburgh, NY 12901  
518-563-7704 TEL  
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held October 24th, 2013, the following resolution was adopted:

By Councilor ; Seconded by Councilor

**WHEREAS**, the following resolution was adopted on October 24th, 2013, and

**WHEREAS**, the Capital Expenditure Plan adopted January 12th, 2012, includes a Recreation Complex Facilities category, and

**WHEREAS**, the Engineering and Planning Department established a 2012 Rec Complex Facilities project that was included in the Capital Expenditure Plan adopted January 12th, 2012, and

**WHEREAS**, the cost of the 2012 Rec Complex Facilities project has been estimated by the Engineering and Planning Department to include the project items, and is again being revised, as follows:

	2012 Capital Plan	2012 Estimated Cost	2013 Revised Cost	2013 Revised Cost	2013 Revised Cost
Crete Brothers Gym Boiler/HVAC	\$ 80,000	\$ 80,000	\$ 150,000	\$ 204,000	\$ 219,000
New entrance sign/site 'hardscape'	50,000	50,000	50,000	50,000	50,000
Old bathhouse conv. analysis/site prep	100,000	100,000	100,000	15,000	15,000
ADA access impr/beach amenities	90,000	90,000	90,000	90,000	90,000
Beach pavilion roof replacement	-	-	20,000	20,000	20,000
Total	<u>\$ 320,000</u>	<u>\$ 320,000</u>	<u>\$ 410,000</u>	<u>\$ 379,000</u>	<u>\$ 394,000</u>
Project Funding:					
General Fund Advance	<u>\$ 320,000</u>	<u>\$ 320,000</u>	<u>\$ 410,000</u>	<u>\$ 379,000</u>	<u>\$ 394,000</u>
Total	<u>\$ 320,000</u>	<u>\$ 320,000</u>	<u>\$ 410,000</u>	<u>\$ 379,000</u>	<u>\$ 394,000</u>

Now therefore,

**BE IT RESOLVED**, by the Common Council of the City of Plattsburgh, New York, this 24th day of October 2013, as follows:

- 1) That, the amount of Three Hundred Ninety-four Thousand and 00/100 (\$394,000.00) Dollars is hereby appropriated to the **2012 Rec Complex Facilities (Project H7220.40)** for the cost of the Capital Project as revised above and is hereby authorized to be expended for such purpose.
- 2) That, Three Hundred Ninety-four Thousand and 00/100 (\$394,000.00) Dollars of such appropriation be provided by advances from the General Fund in order to pay for the project work not covered by outside funding sources until such time as a borrowing resolution be adopted by the Common Council authorizing the issuance of debt to pay for the project advances.
- 3) That, this resolution takes effect immediately.

On Roll Call,

**CERTIFIED A TRUE COPY**

---

**CITY CLERK**

10/23/2013

**EXPLANATION OF COST FOR H7220.40 "2012 Rec Complex Facilities"**

Line Item in proj: Crete Bros Gym Boiler/HVAC:

**RESOLUTIONS:**     \$ 80,000.00 Approved CCM held 4/12/2012  
                             \$ 150,000.00 Approved CCM held 7/2/2013  
                             \$ 204,000.00 Approved CCM held 8/29/2013  
                             \$ 15,000.00 Extra needed  
                             \$ 219,000.00

PO #'s:   #3         \$ 1,500.00 PO to AES for Gym Boiler Inspection  
                             \$ 46.54 Extra on PO #3  
             #6         \$ 21,525.00 PO to AES for Design & Construction Inspection of Gym Boiler  
             #7         \$ 3,445.00 PO TO JEDA for Asbestos abatement for gym boiler  
             #8         \$ 17,844.00 PO to AES for Asbestos survey, Abatement, Air Monitoring & reimbursables  
             #10        \$ 173,173.00 PO to Brockway Mechan for bid for Heating Plan Replacement, Con>#2013-1  
                             \$ 1,130.45 CO #1 to Contract #2013-18.

Total Cost \$ 218,663.99

Bal Left: \$ 336.01



Plattsburgh, New York

Kevin R. Farrington, P.E.  
City Engineer

Engineering & Planning Dept.  
41 City Hall Place  
Plattsburgh, New York 12901  
518-563-7730  
Fax: 518-563-3645

## MEMORANDUM

TO: Richard Marks, City Chamberlain

FROM: Kevin Farrington, City Engineer

DATE: October 23, 2013

REF: Request for Amendment of Capital Project

It is requested that Capital Project H7220.40 "2012 Rec Complex Facilities be amended as follows:

### 12 RECREATION COMPLEX FACILITIES

	2012 CAP.PLAN	2012 EST.COST	2013 REV.COST	2013 REV.COST	2013 REV.COST
Crete Bros. Gym Boiler/HVAC	\$ 80,000.00	\$ 80,000.00	\$ 150,000.00	\$ 204,000.00	\$ 219,000.00
New Entrance sign/site hardscape	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Old Bathhouse conversion, analysis	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 15,000.00	\$ 15,000.00
ADA access improve/beach amenities	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00
Beach pavilion roof replacement	\$		\$	\$ 20,000.00	\$ 20,000.00
	\$ 320,000.00	\$ 320,000.00	\$ 390,000.00	\$ 379,000.00	\$ 394,000.00
General Fund Advance:	\$ 320,000.00	\$ 320,000.00	\$ 390,000.00	\$ 279,000.00	\$ 394,000.00

CC: Steve Peters





# Plattsburgh, New York

Kevin R. Farrington, P.E.  
City Engineer

Engineering & Planning Dept.  
41 City Hall Place  
Plattsburgh, New York 12901  
518-563-7730  
Fax: 518-563-3645

October 22, 2013

Mayor Donald Kasprzak  
And  
Members of the Common Council  
41 City Hall Place  
Plattsburgh, N.Y. 12901

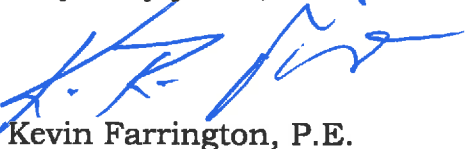
**REF: Request for Permission for  
Mayor to Sign Change Order  
No. 1 To Contract #2013-18  
"Recreation Department Heating  
Plant Replacement"**

Dear Mayor Kasprzak and Common Council:

It is requested that the Mayor be authorized to sign the attached Change Order No. 1 to Contract #2013-18, "Recreation Department Heating Plant Replacement." This Change Order, in the amount of **\$1,130.45**, is for an extension of mechanical room piping to reconnect existing vestibule unit heater.

Additional funding will be needed in Capital Project H7220.40 Recreation Complex Facilities Crete Brothers Gym Boiler/HVAC line item to cover the cost of this change order.

Very truly yours,



Kevin Farrington, P.E.  
City Engineer

/dn

Att.(3)

CC: City Clerk  
City Chamberlain  
Nathan Bull, PE, AES Northeast, PLLC  
Steve Peters, Recreation Dept.



# Plattsburgh, New York

Kevin R. Farrington, P.E.  
City Engineer

Engineering & Planning Dept.  
41 City Hall Place  
Plattsburgh, New York 12901  
518-563-7730  
Fax: 518-563-3645

## MEMORANDUM

**TO:** Richard Marks, City Chamberlain

**FROM:** Kevin Farrington, City Engineer

**DATE:** October 23, 2013

**REF:** Request for Amendment of Capital Project

It is requested that Capital Project H7220.40 "2012 Rec Complex Facilities be amended as follows:

### 12 RECREATION COMPLEX FACILITIES

	2012 CAP.PLAN	2012 EST.COST	2013 REV.COST	2013 REV.COST	2013 REV.COST
Crete Bros. Gym Boiler/HVAC	\$ 80,000.00	\$ 80,000.00	\$ 150,000.00	\$ 204,000.00	\$ 219,000.00
New Entrance sign/site hardscape	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Old Bathhouse conversion, analysis	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 15,000.00	\$ 15,000.00
ADA access improve/beach amenities	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00
Beach pavilion roof replacement	\$		\$	\$ 20,000.00	\$ 20,000.00
	\$ 320,000.00	\$ 320,000.00	\$ 390,000.00	\$ 379,000.00	\$ 394,000.00
General Fund Advance:	\$ 320,000.00	\$ 320,000.00	\$ 390,000.00	\$ 279,000.00	\$ 394,000.00

**CC:** Steve Peters

**AIA**<sup>®</sup>**Document G701<sup>™</sup> – 2001****Change Order**

<b>PROJECT</b> <i>(Name and address):</i> City of Plattsburgh Recreation Department Heating Plant Replacement	<b>CHANGE ORDER NUMBER:</b> CO.01 <b>DATE:</b> October 22, 2013	<b>OWNER:</b> <input type="checkbox"/> <b>ARCHITECT:</b> <input type="checkbox"/> <b>CONTRACTOR:</b> <input type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR</b> <i>(Name and address):</i> Brockway Mechanical Systems, Inc. 102 Trade Road Plattsburgh, New York 12901	<b>ARCHITECT'S PROJECT NUMBER:</b> AES Project No. 4102 <b>CONTRACT DATE:</b> August 30, 2013 <b>CONTRACT FOR:</b> All Work	

**THE CONTRACT IS CHANGED AS FOLLOWS:***(include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)*

Extension of mechanical room piping to reconnect existing vestibule unit heater. Work includes pressure testing of existing piping and insulation for new piping installed.

Total = \$3,260.45 - \$2,130.00 (Remaining Allowance) = \$1,130.45 Contract Change


The original Contract Sum was	\$	173,173.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	173,173.00
The Contract Sum will be increased by this Change Order in the amount of	\$	1,130.45
The new Contract Sum including this Change Order will be	\$	174,303.45

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is unchanged.

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Architecture, Engineering, and Land Surveying Northeast, PLLC	Brockway Mechanical Systems, Inc.	City of Plattsburgh
<b>ARCHITECT</b> <i>(Firm name)</i>	<b>CONTRACTOR</b> <i>(Firm name)</i>	<b>OWNER</b> <i>(Firm name)</i>
10-12 City Hall Place, Plattsburgh, NY 12901	102 Trade Road, Plattsburgh, New York 12901	41 City Hall Place, Plattsburgh, NY 12901
<b>ADDRESS</b>	<b>ADDRESS</b>	<b>ADDRESS</b>
		
<b>BY</b> <i>(Signature)</i>	<b>BY</b> <i>(Signature)</i>	<b>BY</b> <i>(Signature)</i>
Mr. Nathan C. Bull, PE	Mr. Douglas Brockway	Mr. Donald M Kasprzak, Mayor
<i>(Typed name)</i>	<i>(Typed name)</i>	<i>(Typed name)</i>
10-22-2013		
<b>DATE</b>	<b>DATE</b>	<b>DATE</b>

**ALLOWANCE LOG**

**Project No.:** 4102      **Client:** City of Plattsburgh  
**Project Name:** Recreation Department Heating Plant Replacement  
**Contractor:** Brockway Mechanical Systems, Inc.  
**Contract Type:** All Work      **Allowance:** \$ 6,500.00

<b>Allowance Item No.</b>	<b>Proposal or Change Directive No.</b>	<b>Description of Change</b>	<b>Date Contractor Authorized</b>	<b>Amount</b>
1	CCD.01	Replace existing cast iron domestic hot water circulator with a pump of bronze construction		\$ 215.00
2	CCD.02	Install new 3/4" copper supply and return branches to Women's Locker room Heaters		4,155.00
3	CO.01	Test Existing 2" Piping; Provide 1" Piping with CTE; Provide Insulation on 1" Piping with ASK (not PVC)		2,130.00

**Total Used to Date**      \$ 6,500.00  
**Remaining Balance Available**      \$ -

# Proposal

BROCKWAY MECHANICAL  
SYSTEMS, INC.  
102 TRADE ROAD  
PLATTSBURGH, NEW YORK 12901  
PHONE (518) 563-3603 FAX (518) 563-0370

**PROPOSAL SUBMITTED TO:**

AES Northeast

**FAX TO:**

518-561-1990

**DATE:**

October 22, 2013

**STREET**

10-12 City Hall Place

**JOB NAME**

Heating Plant Replacement

**CITY, STATE and ZIP CODE**

Plattsburgh, NY 12901

**JOB LOCATION**

City of Plattsburgh Recreation Department

**CONTACT:**

Mr. Nathan Bull

**DATE OF PLANS**

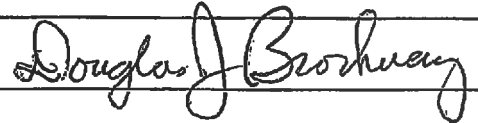
October 18, 2013

**Addenda Rec'd****We Propose**

hereby to furnish material and labor - complete in accordance with specifications below, for the sum of

dollars (\$ See Below )**Payments to be made as follows:****As Per Contract**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry Builders Risk Insurance. Our workers are fully covered by Workmen's Compensation Insurance.

**Authorized  
Signature****Accepted By****NOTE:** This proposal may be  
withdrawn by us if not accepted within

3

Days

**SCOPE OF WORK:**

Item A: Test Existing 2" Piping	400.00
Item B: Provide 1" Piping with C.T.E	2362.50
Item C: Provide Insulation on 1" piping with A.S.J. (not PVC)	497.95

**EXCLUSIONS:**

Night shift, weekend, holiday or overtime work  
Repairs of any leaking existing piping  
painting

# Insulation Specialty, Inc.

664 County Road  
East Fairfield, Vt. 05448

Phone: 802-524-2560  
Fax: 802-524-2705  
Email:  
mfoley@insulationspecialtyinc.com  
rmadison@insulationspecialtyinc.com



---

FAX TRANSMITTAL

COVER SHEET

Date: 10 / 21 / 2013

Fax To: Brockway Mechanical Systems

Attn: Doug

Subject: Plattsburgh Rec Center – Unit Heater

Message: Please find below the cost to insulate the following systems:

Heating Hot Water S & R- Piping, Fittings and Valves.

1-1/2" Fiberglass without PVC Jacketing

Project (Add) Material –	\$	128.00
Labor --	\$	305.00
Total --	\$	433.00

If you have any questions regarding our quote please call me at  
(802) 524-2560.

Sincerely,  
Michael Foley  
Estimator

Varley Appraisal Group, Inc.  
Real Estate Appraisers and Consultants

October 23, 2013

City of Plattsburgh

Sent by: email

Re: Appraisal of tax map #221.14-2-1.1; 32 Power Dam Way, City of Plattsburgh, Clinton County, New York

To whom it concerns,

My fee to prepare a Self-contained Appraisal entailing development of a sales comparison and income approach for taxable status dates 2009, 2010, 2011, 2012, 2013 is:

Fee: \$9,200

My fee to prepare a Self-contained Appraisal entailing development of an income approach for taxable status dates 2009, 2010, 2011, 2012, 2013 is:

Fee: \$5,600

My fee to prepare a Summary Appraisal entailing development of an income approach for taxable status dates 2009, 2010, 2011, 2012, 2013 is:

Fee: \$4,600

My hourly rate for pre-trial preparation and testimony is \$150 per hour.

The summary report is to be delivered by December 1, 2013 and the self-contained report (if needed) is to be delivered by January 6, 2014, assuming access for inspection and adequate information is able to be obtained in a timely manner regarding the subject property.

If you are in agreement with the above information, please sign the engagement letter and return it to this office. If you have any further questions, please feel free to contact me.

Sincerely,

Michael Varley, MAI  
NYS General Certified Real Estate Appraiser  
ID# 46-15803

I agree to the terms specified above and confirm that I have retained Varley Appraisal Group, Inc. to prepare an appraisal on the above referenced property.

\_\_\_\_\_  
Authorizing Agent for the client

\_\_\_\_\_  
Date

# Hafner Valuation Group, Inc.

---

4 Avis Drive  
P.O. Box 16250  
Albany, NY 12212-6250

518-785-5996  
Fax: 518-785-6428  
wmhafner@HafVal.com

October 2, 2013

Derek Rosenbaum  
City of Plattsburgh Assessor  
41 City Hall Place  
Plattsburgh, NY 12901

Re: Appraisal of Aldi's property - 328 Cornelia St.

Dear Mr. Rosenbaum:

As a follow up to our e-mail correspondence regarding the appraisal of the above referenced property, we will prepare a self-contained appraisal report, sufficient for submission into evidence in the currently pending certiorari proceeding. The report will address the market value of the property as of two separate effective dates of valuation, for tax years 2012 and 2013. We will have a draft report ready within 45 days of engagement and a final report within 60 days.

Our fee for two tax years will be \$4,500, with a 50% retainer at the time of engagement and the balance upon delivery of the final report.

Post-report services, including court appearances, trial preparation, critical analysis of any opposing expert's report and travel time will be billed at \$200 per hour. Post-report disbursements for reasonable hotel and meal expenses will also be billed for reimbursement.

We look forward to working with you on this project. If you have any questions, please feel free to call me or Jim O'Neill at any time.

Very truly yours,



William S. Hafner, MAI